

United States Government

Department of Energy

memorandum

Carlsbad Field Office
Carlsbad, New Mexico 88221

DATE: July 10, 2003

REPLY TO
ATTN OF: CBFO:QA:MPN:GS:03-1584:UFC 2300.00SUBJECT: Audit A-03-05 of Idaho National Engineering and Environmental Laboratory (INEEL),
Advanced Mixed Waste Treatment Project (AMWTP)

Brian Edgerton, DOE-ID

TO: Richard Cullison, DOE-ID

Please be advised that a team of auditors from the Carlsbad Field Office (CBFO) will conduct a certification audit of the AMWTP. The audit will be conducted during the period of August 18 – 22, 2003 in accordance with the attached audit plan. Representatives from DOE/CBFO, the New Mexico Environment Department (NMED), the Environmental Evaluation Group (EEG), Westinghouse TRU Solutions (WTS) and other interested parties may be present to observe or participate in the audit process. Representatives of the US Environmental Protection Agency (EPA) may be present to perform an independent inspection.

Your representatives are requested to coordinate with the audit team to develop the necessary documentation for team access to AMWTP facilities, arrange for appropriate space to conduct meetings, provide cognizant personnel to support the audit, and provide the audit team with access to appropriate documentation and records. Please provide meeting rooms (with overhead projector) for the entrance and exit meetings, working rooms for the audit team, a full set of documentation applicable to AMWTP work for the WIPP including the applicable procedures, and miscellaneous office supplies (e.g., pens, paper, copy machine, Post-It Notes, stapler, "scotch" tape, etc.) for each working room.

If you have any questions or comments concerning the audit, please contact me at (505) 234-7483



Martin P. Navarrete
Quality Assurance Specialist

Attachment

cc: w/attachment
K. Watson, CBFO *ED
A. Holland, CBFO *ED
M. Navarrete, CBFO *ED
A. Dobson, BNFL *ED
E. Dumas, BNFL *ED
E. Schweinsberg, BNFL *ED
M. Eagle, EPA *ED
E. Feltcorn, EPA *ED
R. Joglekar, EPA *ED
B. Shroff, EPA *ED
S. Zappe, NMED *ED
S. Holmes, NMED *ED
S. Martin, NMED *ED
D. Winters, DNFSB *ED
G. Dixon, DOE HQ *ED
S. Warren, WTS *ED
L. Greene, WRES *ED
J. May, CTAC *ED
T. Bowden, CTAC
K. Dunbar, WRES
CBFO QA File
CBFO M&RC

CARLSBAD FIELD OFFICE CERTIFICATION AUDIT PLAN

Organization: Advanced Mixed Waste Treatment Project (AMWTP)

Organizations To Be notified: British Nuclear Fuel Limited Incorporated (BNFL, Inc.)
New Mexico Environment Department
Environmental Protection Agency
Environmental Evaluation Group
Defense Nuclear Facilities Safety Board

Date and Location: August 18 to August 22, 2003
Idaho Falls, Idaho

Evaluation Team:

Jeff May	Audit Team Leader/CTAC
Ava Holland	CBFO QA Manager
Martin Navarrete	CBFO Management Representative
Steve Calvert	Auditor/CTAC
Tom Putnam	Auditor/CTAC
Annabelle Axinn	Auditor/CTAC
Norm Frank	Auditor/CTAC
Chet Wright	Auditor/CTAC
John Gray	Auditor/CTAC
Porf Martinez	Auditor/CTAC
Jim Schuetz	Auditor/CTAC
Prissy Dugger	Auditor in Training/CTAC
Karen Gaydosh	Technical Specialist/CTAC
Dick Blauvelt	Technical Specialist/CTAC
Patrick Kelly	Technical Specialist/CTAC
BJ Verret	Technical Specialist/CTAC
Dave Price	Technical Specialist in Training/CTAC

Audit Scope: The audit team will evaluate the adequacy, implementation, and effectiveness of technical and QA processes related to the AMWTP TRU waste characterization and certification activities, including the following activities:

S3000 (solids) waste

- headspace gas sampling and analysis (HSG)
- solids sampling
- real-time radiography (RTR)
- nondestructive assay (NDA)
- visual examination (VE) for confirmation of RTR
- gas generation testing

S5000 (debris) waste

- VE Technique (VET) of newly generated waste or repackaged

- retrievably stored waste
- real-time radiography (RTR)
- nondestructive assay (NDA)

The certification audit of VE for confirmation of RTR and HSG of Summary Category Group S5000 (debris) waste will be performed at a later date.

Activities/Tasks to be audited:

The following CBFO quality assurance elements will be audited:

- Organization/QA Program Implementation
- Personnel Qualification and Training
- QA Grading
- Documents and Records
- Procurement
- Control of Measuring and Test Equipment
- Control of Nonconforming Items
- Corrective Action
- Audits/Assessments
- Sample Control
- Software Requirements
- Work Processes

The following CBFO characterization technical elements will be audited:

- Sample Design
- Nondestructive Assay (NDA)
- Real Time Radioscopy (RTR)
- Visual Examination (VE & VET)
- Headspace Gas Sampling & Analysis
- Solid Sampling
- Project Level Data Verification & Validation
- Acceptable Knowledge
- Waste Certification
- Performance Demonstration Program (PDP)
- Gas Generation Testing (S3000 – solids)
- Waste Analysis Plan (WAP), Section B6

The following CBFO certification technical elements will be audited:

- Waste Stream Profile Forms
- WIPP Waste Information System (WWIS)

Governing Documents/Requirements:

Adequacy of AMWTP documents will be based on the current revisions of the following

documents:

CBFO Quality Assurance Program Document (QAPD), CBFO-94-1012

Waste Analysis Plan (WAP), Attachment B6 of the WIPP Hazardous Waste Permit

NRC-Docket-71-9218/Rev 19b, TRUPACT-II Safety Analysis Report, TRUPACT-II Authorized Methods for Payload Control (TRAMPAC)

Contact Handled Transuranic Waste Acceptance Criteria (WAC) for the Waste Isolation Pilot Plant, DOE/WIPP-02-3122

Programmatic and technical checklists will be developed from the active revision of the following documents:

AMWTP Certification Plan for INEEL Contact-Handled Transuranic Waste, MP-TRUW-8.1

AMWTP Quality Assurance Project Plan (QAPjP), MP-TRUW-8.2

AMWTP QAPjP For Gas Generation Testing Program, MP-TRUW-8.4

Related AMWTP technical and quality assurance implementing procedures

Schedule of Audit Activities:

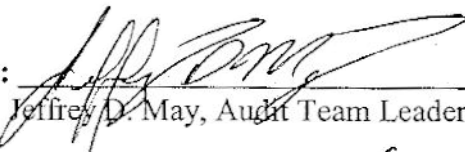
A pre-audit conference is scheduled for Monday, August 18, at 5:00 p.m. at the AMWTP

Audit team caucuses will be held at 5:00 p.m. Tuesday through Thursday at the AMWTP location.

The audit team leader will meet with the appropriate AMWTP management at 8:30 a.m. Wednesday and Thursday at the AMWTP location.

A post-audit conference is scheduled for Friday, August 22 at 10:00 a.m. at the AMWTP location.

Approved By:


Jeffrey D. May, Audit Team Leader

Date: 7/10/03

Approved By:


Ava L. Holland
Quality Assurance Manager

Date: 7-10-03